

## Notice of Meeting and Agenda Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Thursday, 18 April 2024	10:00	Via Teams Platform,

MARK CONAGHAN  
Head of Corporate Governance

### Membership

Councillor John Shaw (Convener): Councillor Fiona Airlie-Nicolson (Depute Convener):

Councillor Alison Ann-Dowling: Councillor Jacqueline Cameron: Provost Lorraine Cameron:  
Councillor Graeme Clark: Councillor Audrey Doig: Councillor Chris Gilmour: Councillor Edward  
Grady: Councillor Neill Graham: Councillor Robert Innes: Councillor Bruce MacFarlane:  
Councillor David McGonigle: Councillor Sam Mullin: Councillor Iain Nicolson:

### Supplementary Agenda

I refer to the agenda for the meeting of the Finance, Resources & Customer Services Policy Board to be held on 18 April 2024 at 10.00 am and enclose the undernoted report relative to Item 22 - Castlehead Roof Strengthening Works.

## Items of business

- 22 Contract Award: Castlehead High School Roof Strengthening (RC-CPU-23-301) 3 - 7**

Joint report by the Directors of Finance & Resources and Environment, Housing & Infrastructure.



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**To:** Finance, Resource and Customer Services Policy Board

**On:** 18 April 2024

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**Report by:** The Director of Finance and Resources and the Director of Environment, Housing and Infrastructure

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**Heading:** Contract Award: Castlehead High School Roof Strengthening (RC-CPU-23-301)

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## 1. **Summary**

- 1.1 The purpose of this report is to seek the approval of the Finance, Resources and Customer Services Policy Board to award a Works Contract for Castlehead High School Roof Strengthening (RC-CPU-23-301) to Hugh LS McConnell Limited.
- 1.2 The recommendation to award the Contract follows a procurement exercise conducted in accordance with the Council's Standing Orders Relating to Contracts January 2024 for a below Regulated (Works) contract using the Open Procedure.
- 1.3 A Contract Strategy was approved by the Corporate Procurement Manager on 4 March 2024 and the Head of Facilities and Property Services on 2 March 2024.
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## 2. **Recommendations**

- 2.1 It is recommended that the Finance, Resources and Customer Services Policy Board:
- (a) Authorises the Head of Corporate Governance to award a Works Contract in the form of SBCC Minor Works Building Contract for use in Scotland, (SBC/MW/Scot (2011 Edition) incorporating the

Council's Employer's Amendments for Castlehead High School Roof Strengthening (RC-CPU-23-301) to Hugh LS McConnell Limited;

- (b) Authorises the award of the Contract for the Contract Sum of £825,752.57 excluding VAT;
- (c) Authorises a contingency spend of £82,575.26 excluding VAT, which equates to 10% of the Contract Sum;
- (d) Authorise a total Approved Contract Value of £908,327.83 excluding VAT (which is the total of the Contract Sum plus the contingency spend).
- (e) Note that the Date of Possession of the Site is anticipated to be 3 June 2024 and the Date for Completion of the Works is 17 weeks from the Date of Possession of the Site. The actual Date of Possession will be confirmed in the Letter of Acceptance.

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**3. Background**

- 3.1 This procurement exercise is for the appointment of a suitably experienced contractor to provide roof strengthening works at Castlehead High School in Paisley, Renfrewshire.
- 3.2 The works comprise of the installation of additional steelwork within the gym areas of the school to provide support in place of existing RAAC concrete within the ceiling / roof space. This will include renewing lighting, and taking down and reinstating main heating and water pipework for structural installation.
- 3.3 To initiate this procurement process, a Contract Notice was published on the Public Contracts Scotland advertising portal on 5 March 2024, with the tender documentation available for downloading from the Public Contract Scotland – Tender portal from this date.
- 3.4 During the live tender period, eleven organisations expressed an interest. By the closing date set for the return of electronic tender submissions, 4pm on 2 April 2024, four organisations submitted a response, four declined to respond and three organisations failed to respond.
- 3.5 In accordance with section 11.5 of the Council's Standing Orders Relating to Contracts 1 January 2024, Tenderers were required to complete a Single Procurement Document (SPD) to be submitted with

their submission. All four tender submissions were evaluated against a pre-determined set of criteria in the form of the SPD by representatives from the following Council services: Property Services, the Corporate Procurement Unit, Corporate Risk and Corporate Health & Safety.

3.6 All four tender submissions complied with the minimum criteria within the SPD. One tenderer however withdrew their tender from the procurement process. The three remaining tender submissions were each evaluated against the Award Criteria of 60% Quality and 40% Price.

3.7 The scores relative to the Award Criteria for each of the three remaining tender submissions are noted below:

		<b>Quality (60%)</b>	<b>Price (40%)</b>	<b>Total (100%)</b>
<b>1</b>	<b>Hugh LS McConnell Limited</b>	43.75%	40.00%	<b>83.75%</b>
<b>2</b>	<b>W.H. Kirkwood Limited</b>	28.75%	38.36%	<b>67.11%</b>
<b>3</b>	<b>City Gate Construction (Scotland) Limited</b>	32.50%	33.07%	<b>65.57%</b>

3.8 The evaluation of tender submissions received identified that the tender submission by Hugh LS McConnell Limited was the most economically advantageous tender.

3.9 The form of Contract is SBCC Minor Works Building Contract for use in Scotland, (SBC/MW/Scot (2011 Edition) incorporating the Council's Employer's Amendments

3.10 The costs for the Castlehead High School Roof Strengthening Contract will be met from the Environment, Housing and Infrastructure Services Capital – Lifecycle Maintenance budget.

3.11 Community Benefits were requested from Tenderers as part of the tender process and Hugh LS McConnell Limited has committed to delivering the following community benefits:

<b>Community Benefit Description</b>	<b>No of People / Activity</b>
S/NVQ (or equivalent) for <ul style="list-style-type: none"> <li>• New Employee</li> <li>• Existing Employee</li> <li>• Supply Chain Employee</li> </ul>	2

## Implications of the Report

1. **Financial** - The cost of £908,327.83 excluding VAT will be met through the Capital – Lifecycle Maintenance Budget.
2. **HR & Organisational Development** – None directly arising from this report.
3. **Community/Council Planning –**
  - **Place** – working together to enhance wellbeing across communities – Strengthening the roof and removing all RACC at Castlehead High School will ensure a safe environment for staff, pupils and visitors to the school.
  - **Economy** – building an inclusive, green and resilient economy (matching people, skills and opportunities) - Community Benefits contribute to creating sustainable employment opportunities for people who live in Renfrewshire and encourage growth of businesses already operating ensuring that all people can benefit from the inclusive growth in Renfrewshire.
  - **Fair** – nurturing bright, happy and healthy futures for all - Working with a range of partners to support the improved health and wellbeing of our citizens and reducing inequalities in Renfrewshire, focusing on supporting our communities through the cost-of-living crisis with dignity and empowering people to live fulfilled lives. Tenderers were assessed within the procurement process regarding their approach to Fair Work First throughout their organisation and supply chain i.e. payment of the living.
  - **Green** - leading Renfrewshire to Net Zero.
  - **Living our values** – making a difference together – Hugh LS McConnell Limited has committed to deliver Community Benefits as set out within 3.11 of this report.
4. **Legal** – The Procurement was conducted as a below Regulated (Works) Open Procedure in accordance with the Council’s Standing Orders Relating to Contracts January 2024 due to the value of the Contract.
5. **Property/Assets** – The Contract will facilitate strengthening the roof at Castlehead High School and will ensure that the Council’s assets are upgraded to a proper standard and maintained in a manner that complies with statutory regulations.
6. **Information Technology** – None directly arising from this report
7. **Equality & Human Rights** – the recommendations contained within this report have been assessed in relation to their impact on equalities

and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. **Health & Safety** – Hugh LS McConnell Limited health and safety credentials were evaluated by Corporate Health and Safety and met the Council's requirements regarding health and safety.
9. **Procurement** – The procurement procedures outlined within this report ensures that the Council meets its statutory requirements in respect of procurement procedures, efficiency, and modern Government.
10. **Risk** – Hugh LS McConnell Limited insurances have been evaluated by Corporate Risk and Hugh LS McConnell Limited insurances meet the requirements regarding insurance risk.
11. **Privacy Impact** – None directly arising from this report.
12. **Cosla Policy Position** - None directly arising from this report
13. **Climate Risk** – The level of impact associated with provision of these works have been assessed using the Scottish Government Sustainability Test and is considered to be overall low risk.

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